



ARIZONA COURT SUPERVISOR'S PROGRAM Worksheet



Name: _____ Title: _____

Court: _____ Phone number: _____

Course: _____ Date Completed: _____

After viewing the following resource please complete and submit this worksheet. Be sure to utilize the Job Aids, SkillBriefs and Follow-on Activities found in each class.

BUSINESS COACHING: BUILDING THE COACHING RELATIONSHIP GETTING READY TO COACH CONDUCTING COACHING SESSIONS USING DIFFERENT COACHING STYLES

Supervisor Essential Skill - Coaching

Learning Objective: Identify best practices in coaching employees.

1. What does the term "coaching" mean to you?
2. The general roles for coaching in any organization include: Career Development, Skills Acquisition, Performance Improvement and Change. Which of the listed roles most apply to your court? Why?
3. Think of a time during your professional life when your performance required coaching. In your opinion, was your coach effective in delivering the information you needed? If yes, list your coach's effective actions/behaviors. If no, what actions/behaviors would have worked better?
4. Upon what aspects of being a supervisor would you have liked to receive more coaching? Why?

5. What is rapport? What is the role it plays in coaching?
6. Can you think of any actions you might take to develop positive coaching relationships in your court?
7. The GROW model is provided in “Conducting Coaching Sessions” as a framework for effective coaching. Please list each stage found in the model and briefly explain each.
- G
- R
- O
- W
8. Think about a situation in your court when you needed to provide coaching. What were your coachee’s skill and will characteristics? How did your coachee’s characteristics influence your coaching technique? Did your coaching have the desired effect?
9. In what ways do you use coaching in your court? Are the steps outlined in unit the same as those used in your court? If not, how are they different?

I certify that I spent _____ hours completing this unit (CBTs and worksheet) not including breaks.

Signature

Date

Original worksheet is to be returned with ACS program checklist upon completion of all ACS requirements. A copy may be sent to your training coordinator if you wish to receive COJET credit.

Please complete the evaluation for this topic online at <https://www.surveymonkey.com/r/acsonline1>